

Dir 4321

~~SECRET~~~~CONFIDENTIAL~~

23 SEP 1965

MEMORANDUM FOR: Director of Personnel

SUBJECT : Contract [REDACTED]

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REFERENCE : NM 20-169

1. In February 1965, the Office of Training negotiated a contract through the Office of Logistics [REDACTED]

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[REDACTED], to provide certain training materials and personal services in connection with our management training program. The contract was extended for another year as of 1 July 1965. The purpose of this contract is to provide for the acquisition of copyrighted training materials known as the "Managerial Grid".

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[REDACTED] is a franchised outlet. [REDACTED] The Managerial Grid is currently considered by most authorities in the field to be one of the most significant and effective designs yet achieved for managerial training and organizational development purposes.

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2. The copyrighted materials are quite carefully controlled and can be administered only as approved and authorized by [REDACTED] and/or their affiliates. To date, a one-week training seminar known as Phase I of the Managerial Grid has been offered to four groups of senior officers at the GS-15 and super-grade levels. In addition, all supervisory personnel in the Office of Finance have received this one-week educational program, and at the present time the second phase of the organizational development program [REDACTED] is being initiated in the Office of Finance.

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3. In addition to this particular product and service, the contract with [REDACTED] has provided us with skilled, nationally recognized consultants to aid in our general managerial training and organizational development programs. At the present time, the Management Training Faculty of OTM has had sufficient experience and training in the administration of Phase I of the Managerial Grid to be able to acquire pertinent training materials.

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and administer the Phase I educational program without outside consultants. However, at the senior level we still consider it to be most desirable that outside consultants of recognized stature be on hand to direct these programs. [REDACTED] can, of course, provide a wide variety of specialized assistance in developing specific and particular training designs and provide consultative services on virtually any scale desired.

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4. The following [REDACTED] personnel have been cleared:

25X1A Name	Type of Clearance	Date Approved
[REDACTED]	TOP SECRET	29 Jan. 65
[REDACTED]	TOP SECRET	25 June 65
[REDACTED]	TOP SECRET	29 Jan. 65
[REDACTED]	TOP SECRET	2 Feb. 65
[REDACTED]	SECRET	7 April 65
[REDACTED]	TOP SECRET	15 May 65
Associated with [REDACTED]	25X1A	
[REDACTED]	TOP SECRET	8 July 65

5. Of the above personnel, [REDACTED] have not yet been briefed nor signed security agreements. [REDACTED] will be briefed and utilized 25 September 1965. [REDACTED] will not be briefed until it is necessary to use him in the program. The other individuals have been given only the most general briefing on the Agency's organization and mission. Outside of the identification of certain personnel and organizational components, there is very little, if anything, classified to which they have yet been exposed. While it is essential that Agency officials be able to talk with these management consultants on a classified and secure basis, it has not yet proved necessary and seems unlikely that it ever will be necessary to expose them to the details of sensitive activities or substantive information. There is no classified material in the [REDACTED].

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6. Under the terms of the existing contract, specific costs are provided for training materials and for professional services. Payment is made only in accordance with actual usage as defined in individual task orders issued under the contract.

7. I recommend that this contract (X02709) and the task orders to be issued for specific training materials and personnel services be approved.

SIGNED

MATTHEW BAIRD
Director of Training

CONCUR:

General Counsel

Date

Director of Security

Date

Director of Personnel

Date

Distribution:

Orig. & 1 - Addressee (Return to DTR)
1 - General Counsel
1 - Director of Security
1 - MTF/TR
2 - Director of Logistics
1 - DTR (w/h)

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